



WHISTLER FARMERS MARKET SOCIETY BULLYING & HARASSMENT POLICY

POLICY STATEMENT

Whistler Farmers Market Association (WFMA) promotes a work environment that is characterized by professionalism, collegiality, and harmony. This policy prohibits conduct defined below as either personal or sexual harassment or bullying. WFMA will not tolerate personal or sexual harassment or bullying in any interactions connected to work with WFMA and where such conduct is found to have occurred, WFMA may take disciplinary action, up to and including terminating the member's participation in the market.

This policy is not intended to constrain normal social interactions.

WFMA also considers false allegations of bullying and harassment to be serious workplace misconduct subject to disciplinary action, up to and including terminating the member's participation in the market.

PURPOSE

The purpose of this policy is to assist all WFMA members/representatives in identifying and preventing personal and sexual harassment and bullying in the workplace, and to provide procedures for handling and resolving complaints. It is intended to promote the well-being of everyone in the workplace and to foster the values of integrity, trust, and harmony that are essential for a sound organization.

This policy is intended to address WorkSafeBC requirements imposed by Bill 14.

APPLICATION AND SCOPE

This policy applies to all regular and casual members, employees, representatives and management.

This policy applies to all situations where activities are connected to work with WFMA and could impact on employment during and outside of regular business hours at the workplace and away from the workplace. This includes:

- Activities on the premises of WFM location;
- Work assignments outside of the premises of WFM
- Work-related training sessions, education seminars, and conferences;
- Work-related travel;
- Work-related social functions that are sponsored or organized by WFMA

APPLICATION AND SCOPE (continued)

Employees are expected to conduct themselves in a manner that is consistent with the requirements of the collective agreement in addition to those Bill 14, which prohibit workplace bullying and harassment. Employees should take these requirements seriously. Failure to meet the appropriate standards of workplace conduct and/or to meet the requirements of the Code of Conduct and the Bill 14 requirements may result in discipline, up to and including terminating the member's participation in the market.

DEFINITIONS

Bullying:

Workplace bullying is usually seen as behaviour (conduct or comments) that can "mentally" hurt or isolate a person; however, it can involve negative physical contact as well. Bullying usually involves repeated incidents or a pattern of behaviour that is intended to intimidate, offend, degrade or humiliate a particular person or group of people. It has also been described as the assertion of power through aggression.

Harassment:

Harassment in the workplace can include "engaging in a course of vexatious comment or conduct against a worker in a workplace that is known or ought reasonably to be known to be unwelcome", or "any vexatious behaviour in the form of repeated and hostile or unwanted conduct, verbal comments, actions or gestures, that affects an employee's dignity or psychological or physical integrity and that results in a harmful work environment for the employee".

PROCEDURES

Employees with bullying or harassment complaints should direct them to WFMA Chair and HR Committee Director. Bullying complaints should be submitted in writing, and include the names of possible witnesses. Reported complaints are measured against the Bullying and Harassment Policy. If an investigation is warranted, the investigator appointed must determine a fair and unbiased process to follow, which may require the implementation of interim workplace measures. For example, it may be necessary to place the complainant and/or alleged harasser on investigative leave with pay, or to arrange temporary transfer or reassignment, if possible. Ideally, investigators shall have independence from the area or department in which the complainant works.

Investigations shall be conducted as quickly as possible, and a complainant will ultimately be informed of the outcome of the complaint process regardless of whether any action is taken against the alleged harasser. Please refer to WFMA Bullying and Harassment reporting procedure.